

COMPENSATION AND BENEFITS

The salary range for the Information Services Manager position, including performance pay, is \$79,080 - \$101,340 annually.

HEALTH ALLOWANCE:

Management employees receive from \$610 to \$1,143 per month for medical and dental premiums. City employees participate in the PERS Health Program, and may choose their medical coverage from a list of providers. Unused health allowance may be used for optional benefits or kept as taxable income. The City’s flexible benefits plan includes medical and dental coverage as core benefits, and a range of optional benefits including vision, heart/stroke insurance, additional life insurance, cancer insurance, and long-term care insurance. You receive a City-paid \$150,000 life insurance policy, short and long-term disability insurance and an employee assistance program. This position is eligible to receive a motnhly auto allowance.

RETIREMENT BENEFITS:

The City offers the PERS 2.5% at 55 plan with the single highest year, credit for unused sick leave, and 4th tier 1959 survivors benefits options. The employee pays the 8% employee contribution on a tax-deferred basis (414h2). City of Morgan Hill employees do not contribute to Social Security.

OTHER BENEFITS:

The City pays an amount equal to 3% to 5% of salary, depending on years of service, to a deferred compensation account with ICMA-RC or ITT/Hartford. The City supports professional development and provides a tuition reimbursement program of up to \$1,000 per fiscal year.

LEAVES AND HOLIDAYS:

Annual vacation ranges from three to four weeks depending on years of service. Eight hours of sick leave accrues each month, and a portion of sick leave may be cashed out annually. Management employees receive 72 hours of administrative leave annually. The City observes 13.5 paid holidays, including two floating holidays each year. City Hall is closed between Christmas and New Year’s Day each year.



INFORMATION SYSTEMS MANAGER

TO BE CONSIDERED

A completed City application form, resume and cover letter are required to be considered for this position. Call (408) 779-7276 for an application or apply online at <http://www.morgan-hill.ca.gov>. Submit application materials to:

City of Morgan Hill
17555 Peak Avenue
Morgan Hill, CA. 95037

This position is open until filled, but initial screening will take place on June 15 and successful candidates may be invited to an oral board as early as Friday, June 29.

EOE



THE CITY OF MORGAN HILL
CALIFORNIA

IS SEEKING AN EXPERIENCED
PROFESSIONAL TO SERVE AS

INFORMATION SYSTEMS MANAGER





THE COMMUNITY

The City of Morgan Hill (population 38,000) is located in southern Santa Clara Valley, approximately 12 miles south of San Jose, 10 miles north of Gilroy, and 15 miles inland from the Pacific Coast. The Valley is approximately 4 miles wide and is surrounded by the Santa Cruz mountain range to the west, and the Diablo mountain range to the east. Thoughtful planning has made Morgan Hill one of the most desirable communities in Santa Clara County, and Morgan Hill has maintained a charming, small-town atmosphere while also hosting over 5 million square feet of commercial/ industrial space, including 2 of the 11 largest business parks in Silicon Valley. The City enjoys several significant public facility and recreation assets, and golf courses, lakes, outstanding county and state parks.

THE ORGANIZATION

The City of Morgan Hill is a full-service city
The City of Morgan Hill is a full-service city with a budget of \$119.8 million, including \$37.1 million for new capital projects in 2006/07. The City employs 182 permanent employees and approximately 150 temporary seasonal employees hired annually to supplement staff in the City’s recreational centers. This General Law City features a Council-Manager form of government, which combines the political leadership of elected officials on the Council with the managerial experience of a professional City Manager, who is appointed by the Council.

THE POSITION

The Information Services division is a newly created unit that will provide technology leadership and service in the City. The Information Systems Manager will be a positive, highly motivated self-starter with the drive and ability to build and lead a team. The division will provide customer service to other City business partners through teamwork, collaboration, and support. Using a proactive approach, division staff will identify opportunities that can benefit from the deployment of technological tools and implement cost-effective solutions. In addition, staff will support the City’s network infrastructure, systems and software, strategic initiatives, and City-wide and department specific business systems.

THE IDEAL PERSON WILL HAVE AN OPPORTUNITY TO:

- *The ideal person will have an opportunity to:*
- *Be a team player who will promote and support a collaborative team environment with City departments;*
- *Practice varied computer and system analysis skills and demonstrate a strong commitment in insuring that the City’s IT policies, procedures, and standards are maintained;*
- *Utilize project management skills to plan and manage system upgrades and implementation of new technology projects;*
- *Insure that compliance with all regulatory requirements associated with the deployment of new technology is strictly maintained;*
- *Be an effective communicator with the ability to communicate technical information in non-technical terms. The manager will possess strong leadership and management skills, high work performance ethic, possessing strong analytical, critical thinking, project management skills and a strong sense of personal integrity; be able to effectively manage multiple, and sometimes competing, priorities;*
- *Enjoy helping others in a high-energy environment;*
- *Be highly organized, attentive to detail, creative, and be able to thrive in a constantly changing environment;*

QUALIFICATIONS

The ideal candidate will have a combination of education and experience substantially equivalent to that obtained by acquiring a bachelors degree or similar four-year college degree with emphasis in computer science or a closely related field; and at least four years experience in performing troubleshooting and repair work on network and personal computer equipment with two years experience in a lead or supervisory capacity. The incumbent will maintain two MS Office Specialist certifications in software products used by the City and be familiar with website maintenance tools. Public Sector experience and experience with Police Department systems is desirable. Employees must possess a valid California Class C drivers license.

